



Weare Public Library

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Board of Trustees

Raymond J. Kelly, Chairman

Susan Morin, Treasurer

Jill Tacy, Secretary

Paul Marsh, Alternate

Terri Wahnowsky, Alternate

Christine Hague, Director

Minutes

Board of Trustees Meeting

Thursday, June 3, 2010

Present: Ray Kelly and Jill Tacy Trustees; Paul Marsh Alternate Trustee; Christine Hague, Director.

The meeting was called to order at 6:35 p.m.

Acceptance of Minutes:

Alternate Marsh moved to accept the minutes of the May 6, 2010 meeting. Chairman Kelly seconded the motion. All present were in favor.

Public Hearing:

A public hearing came to order at 6:45 p.m. to accept \$1288.93 in funds from donations, income generating equipment and other small donations (see attached table). Chairman Kelly moved to accept the funds, Alternate Marsh seconded the motion. All present were in favor. Alternate March moved to leave public session, Chairman Kelly seconded. Public session ended at 6:50 pm.

Reports:

Director's Report

Director Hague reported that programming at the library was going well. The Tiny tots program was running a usual and the Ruff Readers program had 5 to 7 children participating weekly, the children can't wait to read to the dogs. The Humanities Council Lecture, "The Great Sheep Boom," was done in collaboration with the Weare Historical Society. Thirty eight people were in attendance. Two summer reading programs are being sponsored by the Friends: "Splish Splash Science" by Mad Science of Southern NH and Northern MA, and Steve Blunt to do a musical finale on July 29.

The Hillsboro County Correction workers were scheduled for the end of May but that did not happen so they are scheduled for July instead.

Director Hague reported back concerning her visit to the board of selectman concerning the structural repairs and flooring. Two of the selectman said they felt that one contractor should be hired to do the job. The selectmen would like to see the RFP before it is put out for bid. Director Hague was informed by Chip Meany that a test for asbestos in the area that needs repair may be required. The application for historical register of the library was returned. Director Hague is working on making changes and will resubmit it.

Chairman Kelly moved to accept the director's report. Alternate Marsh seconded and all present were in favor.

Old Business:

Harassment Policy:

The Trustees and Director Hague reviewed the Sexual Harassment policy that is used by the town. Upon reviewing the policy the Trustees asked Director Hague to look into if the Sexual Harassment policy

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includes both work hours and social interactions during off hours. Is it already implied in the policy or should we include language stating this?

The Trustees asked to change the wording on one of the Examples of Prohibited Conduct/Actions section of the policy. It will now read: Display of photographs, drawings or cartoons including computer and or internet images which a reasonable person would consider sexually offensive. Both Director Hague and the Trustees thought that language should be in place for reporting harassment beyond the Library Director and the Trustees if it were needed. The Town administrator was proposed as another person that harassment could be reported to. The language was changed to read: Alternatively, a report should be submitted to any member of the Library Trustees and or the Town Administrator. The trustees also asked Director Hague to investigate if the town currently has a grievance form for sexual harassment. The Trustees believed that having a grievance form for sexual harassment was a good idea. The Trustees would like to have this revised copy sent to PRIMEX for legal review.

Flooring for Paige Room

Director Hague talked with the Board of Selectmen about the flooring project. Two of the selectmen voiced their concern about hiring separate contractors for structure and flooring. The Board of Selectmen would like to review the RFP.

Director Hague was informed by Chip Meany that OSHA requires an asbestos check.

Director Hague had Alpha asbestos Abatement, Inc. come out to look. He was concerned that asbestos could be under the flooring from 1927. It will need to be tested. The burden of proof to ensure that a building is asbestos free falls on the owner of the building. Alpha asbestos Abatement, Inc. recommended that if the floor were to remain undisturbed that process could avoided. We may be able to do the project just from the bottom. However we will need to prove that asbestos is not present in the area to be work on. Testing for asbestos costs and options: A.) 9 samples at \$530 for testing of asbestos upstairs carpet and flooring or B.) 21 samples downstairs \$965 - the ceiling tiles in the Sawyer room. The concern of Director Hague and the Trustees discussed the additional costs that would be incurred to remove asbestos if it is found to be present. This appears to be more evidence that the current library facility is inadequate.

Reducing the size of the non-fiction section has been underway to reduce the load on the floor in the affected area, however the Trustees agreed that the issue of structural integrity needs to be addressed with a more permanent fix to ensure safety of all who access the building. The trustees feel the Board of Selectmen should be informed of this development. Director Hague will ask to be put on the agenda for the Board of Selectman.

New Business:

Library Closing for Training

Director Hague asked the Trustees about closing the library on June 14 from 2:45 to 4:15 so that the employees can participate in the mandated harassment training. The trustees agreed that the library should be closed so all employees can attend.

Summer hours take effect in June. The Library is closed on Saturdays during the summer. Saturday June 26th will be the first day of Saturday closures for the summer.

Chairman moved to adjourn the meeting. Alternate Marsh seconded this. All were in favor. Meeting adjourned at 8:15 p.m.

Next Meeting

Thursday, July 1, 2010 at 6:30 p.m.

Respectfully submitted,

Jill Tacy

Secretary
/attachment

Weare Public Library Hearing to Accept Funds 3-Jun-10		
Source	Designation	Amount
Income generating equipment	Books, supplies	\$63.13
New Hampshire Humanities	Speaker fee and mileage	\$475.00
Alicia Walker birthday (Kurk)	Books,	\$180.00
Piece Makers Quilt Guild	Undesignated	\$200.00
Book replacement	books	\$40.99
Card replacement	books, supplies	\$4.00
Small donations	books, supplies	\$109.81
USAC (e-rate)	discounted phone service	\$216.00
		\$1,288.93

Accepted